

## C.7

MEMO TO: City Council

FROM: Rosemarie Ives, Mayor

DATE: October 2, 2007

SUBJECT: **RESOLUTION** – Cancellation of Checks

**I. RECOMMENDED ACTION**

By resolution, cancel all outstanding claims and payroll checks through June 2006.

**II. DEPARTMENT CONTACT:**

Lenda Crawford, Finance Director, 556-2160

Chris Gianini, Accounting Services Manager, 556-2141

**III. DESCRIPTION:**

The checks on the attached resolution have not been cashed. As required by state law, letters and affidavits were sent to the payees due \$75 or more advising them that their checks had not been cashed. Affidavits for the issuance of duplicate checks were not received for the payees listed. The City is required by state law to report unclaimed property to the state after a specific period of time. The time period ranges from one to five years. The City's policy has been to report all unclaimed checks which are one year or older to the state as unclaimed property.

**IV. IMPACT:**

The amount of the unclaimed checks sent to the state equals \$2,280.52, which will then be liable to the original payees.

**V. ALTERNATIVE:**

None.

Attachment: Resolution

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/s/ Lenda M. Crawford, Finance Director

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Date: 9/24/2007

Approved for Council Agenda:

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/s/ Rosemarie Ives, Mayor

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Date: 9/24/2007

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF REDMOND, WASHINGTON,  
RELATING TO FINANCES, VOIDING  
CERTAIN OUTSTANDING NON-INTEREST  
BEARING CHECKS

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WHEREAS, non-interest bearing checks issued by the City of Redmond identified hereinafter have not been presented for payment and remain outstanding, and

WHEREAS, the Finance Director has recommended that the City Council void and cancel the same by resolution pursuant to RCW 39.56.040; NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON  
HEREBY RESOLVES AS FOLLOWS:

Section 1. Checks Canceled. The following non-interest bearing checks of the City of Redmond are hereby canceled and void:

Check Number	Payee	Date Issued	Amount
161435	King, Kenneth R	3/31/2005	\$ 14.30
161651	King, Kenneth R	4/29/2005	9.53
307829	Chandler, Michelle N	7/27/2005	18.10
307832	Chuen-Arom, Sue	7/27/2005	10.81
308000	Sigheartau, Ioan	7/27/2005	3.90
308070	Blau, Karl	8/3/2005	50.00
308459	Bennett, Cari	8/17/2005	4.00
308570	Niculescu, Maria	8/17/2005	4.00
308764	Oylear, Laurie	8/24/2005	50.00
308909	Gateway Printing & Lithographics	8/31/2005	119.68
309289	Ledrick, Daniel	9/14/2005	18.10
309312	Orr, Darren	9/14/2005	44.70
309417	Chajyochlarb, Chan	9/21/2005	72.84
309464	Keil, Christopher	9/21/2005	44.70
309490	Norse, Elliot	9/21/2005	196.91
309504	Prince, Brock	9/21/2005	120.18
310860	Watson, Alex	11/9/2005	13.00
311039	Bolof, Rich	11/23/2005	5.00

<b>Check Number</b>	<b>Payee</b>	<b>Date Issued</b>	<b>Amount</b>
311426	Leal-Tostado, Eduardo	12/7/2005	71.80
311507	Triad Associates	12/7/2005	50.00
311661	Calabro, Lauren	12/21/2005	12.43
311731	Kulkarn, Vinay	12/21/2005	12.43
311798	Severson, Rick	12/21/2005	12.43
312389	Miller, Alice	1/18/2006	10.00
312597	Law, Mark	1/25/2006	300.34
312752	Gomez, Benjamin	2/1/2006	5.90
312937	Magesh, Sribala	2/8/2006	35.00
313049	Bilger, Silvia	2/15/2006	11.34
313820	Yoder, Scott	3/8/2006	33.75
314226	Barris, Josh	3/29/2006	10.00
314373	Terhune, James A	3/29/2006	150.25
314459	Duco, Amy	4/5/2006	10.00
315539	Vajjiravel, Marali	5/10/2006	102.54
315786	Denning, Rosemary	5/24/2006	44.91
315902	Shield, Kathryn	5/24/2006	50.00
315974	Cingular Wireless - Refunds Only	5/31/2006	350.00
316609	Haack, Doris	6/21/2006	25.50
316644	Mccarthy, Molly J	6/21/2006	13.56
316689	Root, Jennifer	6/21/2006	12.22
316700	Spiegel Creditor Trust	6/21/2006	156.37
<b>TOTAL</b>			<b><u><u>\$ 2,280.52</u></u></b>

**Section 2. Finance Director to Void Checks.** The Finance Director is hereby instructed to take all necessary and appropriate actions to void the checks listed above and make the appropriate entries to record the same as to each transaction.

RESOLVED this 2nd day of October, 2007.

CITY OF REDMOND

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MAYOR, ROSEMARIE IVES

ATTEST/AUTHENTICATED:

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CITY CLERK, MALISA FILES

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
RESOLUTION NO: \_\_\_\_\_